

Agenda ***VEE Task Group Meeting***

VEE Task Group

Thursday, January 24, 2001

9 AM – 3 PM

(Time allocated is conservative, may end sooner)

New West Energy

1521 N Project Drive

New West Energy Executive Conference Room

Cafeteria Available

The goal of this meeting is to scope the remaining work on the IDR Section of the VEE Rules and to develop an action plan to complete the remaining work in order to provide the PSWG a timeline.

ATTACHEMENTS PROVIDED AT THE END OF THE AGENDA DOC

	<i>Topic</i>	<i>Lead</i>	<i>Outcome</i>	<i>Att.</i>
1	Welcome, Introduction & Sign-in	Janie Mollon	Deliver opening remarks for the VEE session of the Process Standardization Working Group meeting. Committee members will introduced themselves and signed the attendance sheet.	
2	Review minutes from the November 28th, 2000 meeting	Janie Mollon	Minutes will be reviewed	
4	Review of PSWG Changes to structure Begin Scoping the remaining items to be completed A. IDR Section B. Non-IDR Section C. Day of Install D. Day of Removal E. 867 Modifications and Ownership Discussion F. Performance Monitoring G. MRSP Testing H. Outstanding Issues Review	Janie Mollon	The group will review the modifications made to the group structure in order to gain an understanding of the need to complete the remaining work. The group will begin to assess what work needs to be completed and assign meeting dates and goals for delivery.	
4	Set Next Agenda	Janie Mollon	Set agenda	
5	Suspend Meeting	Janie Mollon	Suspend meeting	

**ATTACHED IS THE INFORMATION SENT OUT FOR THE LAST PSWG MEETING
ALSO INCLUDED ARE THE IDR AND NON IDR VEE RULES**